

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

2. Once the problem is identified, the next step is to define the objectives and goals of the project. This helps to clarify what needs to be achieved and provides a clear direction for the team.

3. The third step is to develop a plan or strategy to address the problem. This involves breaking down the problem into smaller, manageable tasks and determining the resources needed to complete each task.

4. The fourth step is to implement the plan. This involves putting the strategy into action and monitoring progress regularly to ensure that the project is on track.

5. The final step is to evaluate the results of the project. This involves comparing the actual outcomes against the objectives and goals to determine the effectiveness of the project.

6. Based on the evaluation, the team can then identify any lessons learned and make adjustments for future projects. This helps to improve the overall quality and efficiency of the project management process.

7. It is important to communicate effectively throughout the project, keeping all team members informed of progress and any changes to the plan.

8. Finally, it is essential to maintain a positive attitude and encourage team members to stay motivated and committed to the project.

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